

Reporting Procedures for State Property Damaged Due to Hurricane Katrina

The State of Louisiana through the Office of Risk Management (ORM) provides insurance coverage for damage to state-owned property which includes damage to buildings and improvements, contents, inventories, mobile equipment, heating and air conditioning systems, boats, aircraft, and licensed and non-licensed vehicles. This coverage includes but is not limited to payment for:

- expenses to secure damaged property (purchase of supplies such as building materials/plywood, etc.)
- temporary relocation costs
- cleanup and debris removal
- repair/replacement for insured property

To report such claims to ORM, contact one of the following personnel. We prefer contact by email, but you may do so via telephone if email is unavailable.

| <u>Type of Loss</u> | <u>Contact Name</u> | <u>Email Address</u> | <u>Telephone No.</u> |
|------------------------|---------------------|------------------------|----------------------|
| Building | Michael Kennedy | Michael.Kennedy@la.gov | (225) 342-8436 |
| Building | James Lea | James.Lea@la.gov | (225) 342-8399 |
| Building/Auto | Kerry Dubea | Kerry.Dubea@la.gov | (225) 342-6031 |
| Building/Auto/Aircraft | Ann Wax | Ann.Wax@la.gov | (225) 219-0012 |
| Auto/Marine | Al Jenkins | Al.Jenkins@la.gov | (225) 342-8446 |

When reporting claims, ORM needs the following information:

1. Name, address, telephone number of agency contact person
2. Type of loss (building, automobile, etc.)
3. Physical address of damaged property
4. Accessibility to property (Are the roads open to where adjuster can get there.)
5. Date of loss
6. Description of loss

Due to the magnitude of this catastrophic event, the ORM will assess the needs and make assignments in accordance with life and public safety priorities set by the Division of Administration, Office of the Commissioner.

If you need assistance in identifying buildings in effected parishes, please contact ORM and they can provide assistance in this effort.